

## **PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION**

### **MINUTES OF WEDNESDAY, SEPTEMBER 23, 2009**

**COMMISSIONERS PRESENT:** Chairperson White, Vice Chairperson Wright, Commissioners Joseph-Hover, Lynch, Slusser, and Truscelli

**COMMISSIONERS ABSENT:** Commissioner Swope

**GUESTS PRESENT:** Karen Brodersen, Barbara Urreta, Betty Merrill

**STAFF PRESENT:** Director Corinne Centeno, Superintendents Gary Hover and Chris Beth, Administrative Assistant Denise Monroe

Chairperson Shawn White called the regular meeting of the Parks, Recreation and Community Services Commission to order at 7:00pm in Room 1 of the Community Activities Building, 1400 Roosevelt Avenue, Redwood City, California.

#### **APPROVAL OF MINUTES**

Vice Chairperson Wright asked for a correction to the August 26 minutes under Item 2, comment 70 of the Scoping Study review. The minutes were approved as corrected.

#### **CORRESPONDENCE**

There was no new correspondence.

#### **ITEM 1 – SUB-COMMITTEE REPORTS**

##### *-Capital Projects*

Superintendent Hover announced the Hawes Park design will be available for viewing after the meeting.

##### *-Fields/Facilities, Review and Approval of Draft Tennis Court Reservation Policy*

Superintendent Beth gave the history of the current tennis court reservation policy which was established in 2001. Our current policy does not charge tennis groups for reservations, but he noted that many surrounding cities do charge. As a result, our department is receiving an increase in the number of tennis court reservation requests, especially from USTA teams. Superintendent Beth felt the current policy needs to be revised to reflect this increase in requests, provide guidelines on how to determine priority of requests, and to begin charging a fee to offset administrative costs to manage the program. Redwood Shores Tennis Club President Karen Brodersen spoke about the operation of their tennis club (social group) as well as the operation of USTA tennis teams (competitive group). She would like to see Redwood City tennis clubs be given the highest priority for tennis court reservations. The Commissioners provided their comments and suggestions on the draft policy which included: increasing the grace period, more flexible in making reservations, using a timer for court use, establishing a system for rotating courts, resident vs. non-resident fees, consistent residency requirement, priority given to residents.

Director Centeno felt that reserving tennis courts is the same type of issue as reserving fields for community groups. She felt there should be consistency in the way the rules are applied because it is essentially exclusive use of City facilities.

Barbara Urreth, member of the Redwood Shores Tennis Club, explained that their club only reserves courts once a year, that they do not re-schedule the courts if it rains, and that they offer open play for everyone.

Superintendent Beth will do an analysis of surrounding cities' tennis court reservation policies, get feedback from the Fields subcommittee, and will report back at the next meeting.

The following item was taken out of order:

*-Status of Field Use Policy*

Sports and Aquatics Manager Eric Newby provided the Commissioners with a draft of the proposal rules and regulations for the scheduling of athletic fields and gave an update of the progress in getting consensus of Redwood City sports groups on the document. He stated he will be sending out the draft one more time to user groups and then will finalize the document. Both Manager Newby and Superintendent Beth discussed their meetings regarding complaints from Redwood Shores residents about not being able to use Redwood Shores fields because they are in Belmont sports leagues. Manager Newby will check to see what other cities are charging for field use.

*-Strategic/Visioning*

No report.

*-Veterans Memorial Senior Center*

No report.

**ITEM 4 – STAFF UPDATES**

*-Veterans Memorial Senior Center Scoping Project*

Superintendent Hover said the consultant is revising the Scoping Study document based on the meeting notes and feedback she received at the last meeting.

Betty Merrill spoke in support of having a place for seniors to go and felt it is important for seniors to have interaction with other seniors. She wanted the new facility to have many rooms to accommodate the activities and needs of seniors. Mrs. Merrill said the facility designs presented at the last meeting were beautiful but she was not in favor having an intergenerational facility. The Commissioners emphasized the need for a dedicated space for seniors and that the scoping study was not a final plan, but a first look at the project and included many different ideas for the complex.

*-Budget Update*

Director Centeno explained that the City is looking at securitization of the \$2.9 million take-away from the State and our Finance Director is working on this proposal. She announced that at their September 14 meeting, the Council was given a list of proposed cuts which would be effective December 31. Director Centeno stated that the City's projected revenues are down which makes additional cuts necessary. The Council will be making its final decision on the cuts at their October 16 meeting. She has spoken to our departmental staff affected by these potential cuts.

Commissioner Joseph-Hover asked the following questions:

- If the entire Commission packet could be scanned and sent by email to save paper;
- Requested a written explanation why the Commission was staffed by only two staff members when she began on the Commission eleven years ago, and that currently four or more staff members attend the meetings;
- Requested a written explanation of what a person should do when they have a problem with a staff member.

Chairperson White asked that the emailing of the Commission packet be placed on the October agenda for further discussion. Several of the Commissioners stated that having additional staff members at the meeting was important, essential and beneficial to the Commission operation. Director Centeno explained that if a citizen has a problem with a staff member that they should contact the department. Commissioner Slusser stated that personnel issues are not within the scope of the Commission and should be handled by the department. Director Centeno will contact Commissioner Joseph-Hover to discuss the last two questions.

#### **Items for October Agenda**

-Revised Tennis Court Reservation Policy, Draft Annual Report, Emailing of Commission packet, Prepare for election of officers at November meeting, Re-schedule November meeting date, Scoping Study Review

Note: Please bring calendars to select a new date for the November Commission meeting due to Thanksgiving holiday.

#### **ANNOUNCEMENTS**

Superintendent Beth announced the PAL Comedy Night on Thursday, October 1 from 5:00-10:00pm.

The regular meeting of the Parks, Recreation and Community Services Commission was adjourned at 8:55pm to be reconvened at 7:00pm on Wednesday, October 28, 2009 at the Community Activities Building, 1400 Roosevelt Avenue, Redwood City, California.